



**J. V. FLETCHER LIBRARY BOARD OF TRUSTEES
VIRTUAL MEETING
AGENDA**

Monday, June 5, 2023; 7:00PM

All members of the public are invited to a ZOOM meeting; options available to access the Board of Library Trustees Meeting virtually:

- Register in advance or at any time prior to the conclusion of this meeting by accessing the following link your computer, smartphone or tablet:
- https://westfordma-gov.zoom.us/webinar/register/WN_WvfwezZjSEKxm4BNAp6wsA
- Registration requires only that you provide a name and E-mail address. After registering, you will receive a confirmation email containing information about joining the meeting; you will be provided with immediate access if the meeting is already in progress.

GUEST: Candidate Caroline Roache

I. Call to Order and Identification of Members Present per OML; all votes roll call [4 seconds]

II. Signing of Trust Fund Warrants [None]

A. Warrants/Deposits Processed for Approval:

VOTE

WARRANT # 23-51TE		WARRANT DATE: 6/22/23
LIBRARY TRUSTEES FUND, ACCT. # 672		\$0.00
ALL PURPOSE TRUST FUND, ACCT. # 673		\$234.55
LIBRARY BOOK FUND, ACCT. # 674		\$0.00
LECTURE TRUST FUND, ACCT. # 675		\$0.00
J. V. FLETCHER LIB. TRUST, ACCT. # 676		\$0.00
EDR CONT. EDUC. TRUST FUND, ACCT. # 677		\$0.00
BENEFACTORS TRUST FUND ACCT. #678		\$0.00
TOTAL EXPENDITURES/DEPOSITS UNDER WARRANT # 23- 51TE		\$234.55

III. Approval of Minutes [10 minutes] [Underlined minutes in packet]

VOTE

A. May 1, 2023 draft

IV. Acceptance of Treasurer's Quarterly Report [None-0 Minutes]

V. Report of the Director [15 minutes]

VOTE

A. Warrant Review and Approval

1. Warrants Numbered: 23-44 – 23-48

VOTE

VI. Report of Committees [10 minutes]

A. Trustee Information Exchange:

B. Friends' Foundation Committee Report

VII. Communications: [10 minutes]

A. CORRESPONDENCE, MBLC: Memo re: additional \$829,263 in MPLCP grant funds

B. CORRESPONDENCE, PERSONNEL: Chrobak Hiring Letter

C. CORRESPONDENCE, VENDOR: Santander Bank

VIII. Unfinished Business [10 minutes] –

A. Massachusetts Public Library Construction Project (MPLCP) Grant Update

1. Monthly Reports to MBLC via AMPLIFUND:

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a. April 2023

IX. New Business [20 minutes]

- A. Election of Officers [take out of Order] VOTE
- B. Network Transfer and Inter-Library Loan Policy Second Reading
- C. Child Safety Policy revision per Town Counsel VOTE
- D. Renewal & Loss of Safety Deposit Box and potential storage in Town Vault
- E. Schedule Trustee Orientation for new Trustee Roache

X. Announcements [5 minutes]

- A. Friends' Liaison Report [Rainville]
- B. Upcoming Meeting Schedule:

July 10, 2023	7:00 PM	Full Board REMOTE PARTICIPATION MEETING
		Schedule Trustee Orientation
August 14, 2023	7:00 PM	Full Board REMOTE PARTICIPATION MEETING; approve ARIS Report due MBLC August 18, 2023
September 7, 2023	5-8pm	Town Strategic Planning Retreat
September 8, 2023	6:30pm	Rueben Hoar Library Trustees Meet and Greet
September 11, 2023	7:00 PM	Full Board REMOTE PARTICIPATION MEETING; approve FY25-27 budgets; set Goals; approval Capital Budget

D. COI [Conflict of Interest]: Mandatory Email from state

XI. Adjournment [3 seconds]

MCF/edr

Articles/Attachments:

Space Calendar revised

"School librarians face new penalty in the banned-book wars"

Program Fliers:

ADULT Non-Fiction Book Club: Hoover by Kenneth Whyte

ADULT Monday Mystery Book Club: The Man Who Died Twice by Richard Osman

ADULT Book Club: The Only Woman in the Toom by Marie Benedict

ADULT: Discover India Series: The Spice Bowl

ADULT: Evening Jazz Concert

ADULT: A Trip to Scotland

ADULT: What to Look For When You Look at Art

YA: Animanga Club

YA: J. V. Fletcher Study Hours for WA Finals

YA: YA Summer Reading Program

Please be advised this open meeting may be broadcast live via WCAT and recorded for playback online, video-on-demand viewing at <https://cloud.castus.tv/vod/westfordcat/?page=HOME>. Attendees are reminded that by attending this meeting, you consent to your likeness and audio being used and rebroadcast by WCAT. If any member of the public wishing to attend this meeting seeks special accommodations in accordance with the Americans with Disabilities Act, please contact the Library administration at 978-399-2312 or email to erainville@westfordma.gov.